

## Minutes of Regular Board Meeting

May 19, 2020

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, May 19, 2020. In accordance with the March 13, 2020 opinion from the Ohio Attorney General's Office the meeting was held via teleconference. Public access to the meeting was provided by a public link on the library's website board meeting announcement page.

**Call to Order and Roll Call:** President Karen Delano called the meeting to order at 4:00 and the roll call was conducted.

**Present:** Karen Delano, Josh Hutchinson, Larry Pitorak, Kate Pitrone, Raymond Rundelli, Jake Yanchar Ed Worso – Director, Kris Carroll - Assistant Director and Lisa Havlin – Fiscal Officer

**Absent:** Paul Newman

**Also Present:** Eric Coulbourne, Patrick Culliton, Katy Farrell, Rebecca Gierman, Rachael Hartman, Judy Lasco, Lisa Luoma, Marlene Pelyhes, Michael Pope, Christine Reda

**Guests:** Larry Corbus, CBLH Representative, Scott Weaver

**Approval of Minutes:** Exhibit 05/20/A  
The minutes of the regular April 2020 and the May 1, 2020 special meeting board meetings were approved as presented upon motion by Kate Pitrone, seconded by Raymond Rundelli. The motion passed.

Ayes: Delano, Hutchinson, Pitorak, Pitrone, Rundelli, Yanchar  
Nays: None

### **Communications:**

Ed reported that he had been contacted by a Newbury School board member who was inquiring if the library was interested in staying in the current building. There will be a virtual meeting to gather public feedback on May 20.

**Agenda:** Exhibit 05/20/B  
Raymond Rundelli made a motion, seconded by Kate Pitrone, to approve the agenda. The motion passed.

Ayes: Delano, Hutchinson, Pitorak, Pitrone, Rundelli, Yanchar  
Nays: None

**Fiscal Officer's Report:** Exhibit 05/20/C  
*Approval of April Disbursements* Exhibit 05/20/D  
Kate Pitrone made a motion, seconded by Josh Hutchinson to approve the Fiscal Officer's Report including disbursements as presented in the board packet. The motion passed.

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Ayes: Delano, Hutchinson, Pitorak, Pitrone, Rundelli, Yanchar  
Nays: None

*Remote Work Memo*

Exhibit 05/20/E

Included in the Fiscal Officer's report was a memorandum detailing the remote work done by staff while on paid leave while the library buildings were shut down.

**Director's Report:**

There were no additions to the director's written report

Exhibit 05/20/F

**Assistant Director's Report:**

There were no additions to the Assistant Director's report as presented in the board packet.

Exhibit 05/20/G

**Human Resources Report:**

Exhibit 05/20/H

*Human Resource Actions*

Exhibit 05/20/I

Raymond Rundelli made a motion, seconded by Kate Pitrone, to approve the Human Resource Actions as presented in the board packet.

The motion passed.

Ayes: Delano, Hutchinson, Pitorak, Pitrone, Rundelli, Yanchar  
Nays: None

*Approval of Retirement Gifts*

Kate Pitrone made a motion seconded by Josh Hutchinson to approve retirement gifts to one part-time and one full-time employee.

The motion passed.

Ayes: Delano, Hutchinson, Pitorak, Pitrone, Rundelli, Yanchar  
Nays: None

**Committee Reports:**

*Ad Hoc Facilities*

*Approval of GMP #1 (Renovations) Change Order #4*

Exhibit 05/20/J

Raymond Rundelli made a motion, seconded by Kate Pitrone, to approve GMP #1 Change order #4 as presented in the board packet.

The motion passed.

Ayes: Delano, Hutchinson, Pitorak, Pitrone, Rundelli, Yanchar  
Nays: None

*Approval of GMP #2 (New Builds) Change Order #4*

Exhibit 05/20/K

Raymond Rundelli made a motion, seconded by Jake Yanchar, to approve GMP #2 Change order #4 as presented in the board packet.

The motion passed.

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Ayes: Delano, Hutchinson, Pitorak, Pitrone, Rundelli, Yanchar

Nays: None

*Approval of Thompson Branch Furniture Package*

Exhibit 05/20/L

Josh Hutchinson made a motion, seconded by Kate Pitrone, to approve the APG Office Furniture proposal to provide furnishings for the new Thompson library. The motion passed.

Ayes: Delano, Hutchinson, Pitorak, Pitrone, Rundelli, Yanchar

Nays: None

**Unfinished Business:** None

**New Business:**

*Approval to Move June Board Meeting Location*

Raymond Rundelli made a motion, seconded by Kate Pitrone, to move the location of the June board meeting to the Administrative Center. The motion passed.

Ayes: Delano, Hutchinson, Pitorak, Pitrone, Rundelli, Yanchar

Nays: None

**Board Development:** None

**Foundation report:**

Becki Gierman reported that the Foundation's April meeting was cancelled, and the May meeting is scheduled for May 26, 2020. Since the summer reading program was cancelled the approved funds will be used to promote the online virtual summer reading program. Becki gave a presentation on the Imagination Library to the Chester Rotary Club and one is planned for the Chardon Rotary.

**Comments from the Public:** None

**Adjourn:**

Raymond Rundelli made a motion, seconded by Kate Pitrone, to adjourn the meeting. The motion passed and the meeting adjourned at 4:21 P.M.

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Karen Delano, President

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Raymond Rundelli, Secretary